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19 October 1972

NRO DECLASSIFICATION/RELEASE INSTRUCTIONS ON FILE

MEMORANDUM FOR THE RECORD

SUBJECT: Meeting on Program Execution Procedures, 13 October 1972

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1. A meeting was held in the DD/S&T Conference Room on the new procedures for program execution. Present at this meeting was Mr. Duckett, Dr. Steininger, and other members of the S&T Staff. In addition to the undersigned and General [REDACTED] all major offices were represented by their chiefs.

2. Mr. Duckett handed out a paper, dated 25 September 1972, titled "Program Execution Procedures" (Attached) which had been given to him by the Executive Director-Comptroller. The major points made by Mr. Duckett regarding this paper are as follows:

a. There is no longer any dollar limitation that he (Mr. Duckett) can approve, subject to what he established as his own criteria of \$250K. Mr. Duckett stated that for new projects of major proportion (over \$250K) or for those projects that are politically sensitive either for the U.S., the Agency, or where conflicts would arise between Government Agencies, it will be required that the Director be informed and/or asked for approval. In all other cases Mr. Duckett stated that he would feel comfortable approving projects within the DD/S&T.

b. Mr. Duckett then stated that, as a counterbalance of this, he would use the Quarterly Review to review and/or

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approve projects within the DD/S&T. He stated that this new procedure will certainly cut down considerably on the time and paper work as previously required.

c. When queried as to the Office Directors' approval authority, Mr. Duckett stated that their approval authority was virtually unlimited, subject to the \$250K and political sensitivity criteria as noted above. Additionally, Mr. Duckett stated that if a new project were to be initiated on a long term basis, and could require millions of dollars, this would be another case where the Director's approval would be required.

d. The Blue Book procedures previously used for Agency funded projects is no longer required, but it should be looked at to see if portions of it can be used for obtaining project approval within DD/S&T. Mr. Duckett said new project approvals should be simply stated and have the best approach for selling of the product.

e. When asked about the contract review procedures, Mr. Duckett stated that after he approves a project CRB does not have the substantive reviewing procedures they have had previously. He went on to say that if CRB tries or wants to get into the act of project viability, for us to tell them to go to hell. Unanswered at this time is what type of paper will have to be forwarded to the CRB, what kind of contractual procedures could be required, and when the contractual action with the contractor can be initiated; i.e., after CRB sees the paper or after S&T approves the project.

f. When asked, Mr. Duckett stated that the PPB no longer has an approval line for projects with S&T. They are given the task of redirecting funds, as indicated and required by Deputy Directors. Mr. Duckett anticipated some flak on this as this new program goes through its initial stages.

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g. These new procedures do not apply to NRO funded projects but only to those programs/projects totally funded by the Agency.

h. Mr. Duckett stated that Office Directors can shift funds between project and line items without S&T approval, excepting that the items should be noted at the Quarterly Review.

3. This is a major shift in Agency policy for the budgeting, programming and initiation of new projects. As a result, I expect that there will be many minor problems arise with the likes of PPB, CRB, etc. Therefore, this whole new approach will have to be watched closely and we will have to feel our way through for the next several months.

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Executive Officer
Office of Special Activities

Attachment - 1
As Stated

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EO/SA/ [REDACTED] nlm (19 Oct 72)

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